

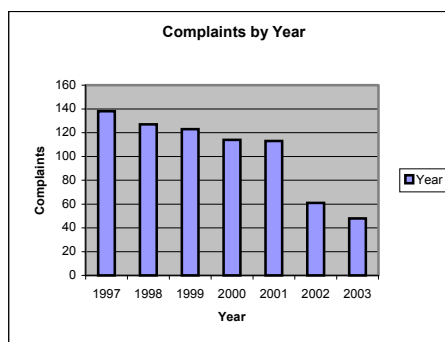
From the Director

State Vehicle Use

By Steve Saltzgiver

One issue that Division of Fleet Operations (DFO) responds to on a regular basis is the suspicion or perception of “inappropriate vehicle use”. Last year, DFO handled about 48 vehicle complaints from Utah citizens alleging misuse of state vehicles. Most of these complaints include employee misconduct (personal use), speeding, reckless driving and a myriad of other inappropriate activities. On a positive note, state vehicle operators are being more conscientious and making noticeable improvements regarding their conduct while operating state vehicles. (See Chart: vehicle complaints have declined dramatically the last two years.)

How do you decide the appropriate use of a state vehicle? The basic rule of thumb for state vehicle use is this; “State vehicles are for state business only!” The litmus test is to ask yourself this question; “Does my intended use of the state vehicle benefit me more than the state?” If the answer to this question is “YES”, then most likely it’s a personal use issue. That being said, there are a few exceptions to this rule approved by the Legislature. However, most of these exceptions relate to elected officials and public safety vehicle use. In an effort to make this issue easy to understand for all of our customers we have posted the vehicle use rules on our website.
<http://www.rules.utah.gov/>



commute vehicles are simply a subset of “**Take-home**” vehicles that require IRS reporting under publication 15-B. Employees assigned a vehicle for commute are responsible for the imputed income reporting requirements governed by

publicat/code/r027/r027-003.htm

Another category of state vehicle use that causes some confusion is “**Take-home**” use and “**Commute**” use. Take-home use is an approved use of a state vehicle where it can be demonstrated to be a clear benefit to the state. **Take-home** vehicles are generally specially equipped units assigned to state employees who work in a public safety capacity or whose duties include emergency callout after hours. Taking a state vehicle home must always be authorized and approved by an agency director. Additionally,

the IRS. The basic difference between “**Take-home**” and “**Commute**” deals with the term defined by the IRS’s “Working condition benefit”, meaning the employee derives no personal benefit from a “**Take-home**” vehicle because it is primarily marked and equipped for business use. Equipped for business use includes vehicles with utility beds, police equipment, delivery van configurations and other special equipment and markings.

Check out the Harley's for sale on both the Surplus website and on ebay.

The Division of Fleet Operations Shines at the CPM Graduation.

From the Director, Continued

All **"Take-home"** vehicles, once approved are tracked and renewed on an annual basis by DFO each January. Agencies are responsible to work closely with DFO to make sure all **"Take-home"** vehicles are tracked in the fleet information system. Several months ago the Motor Vehicle Review Committee discussed these issues in detail, and may modify the existing language to comply more closely with the IRS definitions. As of this date, these changes have not been made.

DFO will continue to work with each agency to track the **take-home** vehicles and assist agencies with commute vehicle compliance.

Agencies with any questions involving state vehicle use can be submitted to Steve Saltzgiver, 801-538-3452 or Dianne Davis, 801-537-9187. We look forward to hearing from you about these concerns. If we all work together we can use vehicles properly and avoid the appearance of vehicle misuse.

Harley's at Surplus

The Harley Davidson motorcycles used by Public Safety are being surplused and sold out of the surplus facility. In the past, these motorcycles were traded in at the dealer towards the purchase of new motorcycles. The surplus agency has continuously received inquiries regarding the avail-

ability and sale of Harley's over the years.



Harley's are probably the most desirable motorcycle on the road today. Business news reported in July 2003 that Harley's sales were up 40%. Minimum lead-time for a new Harley is approximately nine months, according to potential buyers we have talked with. A review of the ebay auction site indicates used Harley are selling for more than trade-in value. This year, as a test case, surplus will auction eight Harley's with the objective of obtaining a greater return to the State, and at the same time satisfying the wants of our surplus customers. Surplus will feature these Harley's on both the surplus website

and ebay. Anyone interested may contact surplus during office hours for current auction information. The Harley's may be viewed at the Surplus warehouse in Draper M-F, 8am-5pm.

CPM Graduation—July 31, 2003



Several of our esteemed DFO colleagues were honored at the annual Certified Public Manager (CPM) meeting. Team members Gala Dumas and Kimberlee Willette received their official CPM graduation certificate.



More CPM Honors

**George C.
Askew Award)**
[http://www.
cpmacademy.
org/Askew03.
pdf](http://www.cpmacademy.org/Askew03.pdf)

Akemi Dean and David Rees were presented with a "National CPM award" for their part on a team project. The "Dot2Dot Team" reviewed the Utah Department of Transportation's driveway access and connections permit program, with specific regard to permit fee structures. Their efforts positively impacted the political climate around the issue and generated significant cost savings for the state.

We are very proud of our folks for representing the division in such a positive way. Please take the time to personally congratulate them for their professional and personal achievements!



Accident Subrogation—"Moving in the Right Direction!"

Over the past year, the Division of Fleet Operations has been collecting money from private insurance companies and/or private individuals for accidents involving State vehicles where the State driver was not at fault, but the cost of repair to the vehicle was under \$500.

The Division of Risk Management has the responsibility to collect insurance money owed to the State for accident repairs totaling anything \$500 and over, but the money under the \$500 limit was always left on the table. Risk Management considers the practice of collecting money under \$500 to be cost prohibitive to go after because the benefits of collecting would be swallowed up in the personnel costs of a State employee assigned to the task.

Cerena Crosby, Accident Coordinator from the Division of Fleet Operations, saw the money left by Risk Management and decided she would see if Fleet Operations could collect at least some of the money owed to the State associated with these lower cost accidents. Cerena is already involved in the details of each accident as part of her job. Her coordination with Risk Management and the repair vendors makes her familiar with every accident submitted and so her time spent on preparing memos, letters and making phone calls to insurance companies and/or private individuals to collect money is small compared to someone in Risk Management having to become familiar with each claim.

Thanks to Cerena's efforts, DFO has collected over \$7,100 since August 2002 in insurance claims. DFO believes that insurance companies and/or private individuals need to be held responsible for paying the State for damages resulting from accidents when the State driver is not at fault. As a division, Fleet Operations is happy to contribute Cerena's time in helping collect insurance money owed to State Agencies, especially since Cerena is so involved in the accident details anyway. All insurance money collected by Cerena will be dispersed back to Agencies who are asked to front the payment to vendors while DFO makes the effort to collect money rightfully owed to State Agencies.

**DFO has
recovered
\$7,100 since
August 2002
and returned
it to State
agencies.**

1st Quarter Forum

The first quarter FORUM was held August 11th on the SUU campus. It was a productive meeting, with many topics of importance to our Fleet customers discussed. Accidents and Report Cards were two of the topics discussed. To see the criteria for Mini Report Cards, see our website at: <http://fleet.utah.gov/services/fleet/fleetanywhere/fadata/MiniSyllabus.pdf>

To see the criteria for Report cards, go to: <http://fleet.utah.gov/services/fleet/fleetanywhere/fadata/SneakPreview2003.pdf>

After the meeting, SUU hosted a luncheon for the meeting attendees. A special thank you to McKay Hansen, Motor Pool Coordinator at SUU for hosting this meeting. His hard work is appreciated.

On Tuesday, August 19th,

Gus Cansino, State Surplus Property Employee, Receives Award

2003, Gus Cansino was recognized by the Utah Minority Community Information & Education Center for his support as a direct result of his efforts to place State surplus property. Gus was recognized at a luncheon presentation where Commissioner Bob Flowers, Utah Department of Public Safety, Chief Rick Dinse, Salt Lake City Mayor Rocky Anderson were the Keynote speakers. Lieutenant Governor Olene Walker presented Gus with his plaque. She remarked that she remembered him from the paper recycle days.



Ford Introduces Industry-First Fire Suppression Technology on Police Interceptor

“Automotive Fleet” Article

During the 2005-model year, Ford plans to offer a fire suppression system as a factory option on Crown Victoria Police Interceptors.

The announcement is part of an approach by Ford and the law enforcement community to reduce the risk of fire-related injuries to police officers from high-speed, high-energy rear crashes.

In recent months, Ford and representative members of the law enforcement community formed a Blue Ribbon Panel and Technical Task Force to reduce the risks faced by police officers in highway stops. Law enforcement personnel, independent experts, component suppliers and Ford personnel worked in a number of areas, including improving communications, with a dedicated Web site — www.cvpi.com. The initial results, including the upgrade kit designed to shield the Crown Victoria Police Interceptor’s fuel tank from vehicle components, were announced and published on the website for broad and quick dissemination. Ford has also developed a Trunk Pack(tm) to allow police officers to locate police equipment more safely. In addition, Ford engineers worked with members of the law enforcement community to evaluate alternative traffic stop procedures in a manner that reduces the officer’s exposure to danger. Ford also is encouraging state legislators to pass “move-over” laws in their states to protect officers in their line of duty.

Ford is developing the fire suppression system with Aerojet, a supplier for the United States military with the technology initially developed and tested for use in the interior of U.S. military armored personnel vehicles. The system uses advanced electronics and on-board sensors to measure post-impact vehicle movement to determine the optimal time for deployment of the fire suppression material. The system will be integrated into the CVPI’s structure and electrical architecture.

Fuel For Thought

By Jeff Done

Back in October 1, 1998 all fuel purchases made with a GASCARD issued through the State of Utah, Division of Fleet Operations/State Fuel Network would include Utah fuel excise taxes on gasoline as well as undyed diesel fuel.

As part of our service to our Fuel Network customers, Fleet Operations will continue to pay all state fuel excise taxes to GASCARD on behalf of our Fuel Network customers. Fleet Operations will then file quarterly for reimbursement.

Beginning the fall of 2003 the invoice/activity report format will change slightly and instead of receiving a combined Invoice/Fuel Management report, the Invoice will be separate from the Fuel Management Report. They will continue to be mailed together in the same envelope and sent at the same time. Utah Fuel Network customers that pay GASCARD direct should continue to deduct the state excise taxes from the total amount to be paid. The State Excise Tax amount will be totaled for you and can be found on the Fleet Management Report - Summary Page. This will apply to only the non-state customers.

It is our intention that these format changes will be an improvement to our reporting capabilities to our Fuel Network customers. There no procedural changes to the way you pay your invoice to GASCARD, simply an improved look to the Invoice and Fuel Management Report.

Page DIVISION OF FLEET OPERATIONS

“Moving in the Right Direction!”

On August 21st, the Capitol Group of the Division of Fleet Operations and Administrative Rules held an “Aloha to Summer” day. Employees dressed in their best Hawaiian outfits. Employees contributed to a lunch of Hawaiian pizza, fruits and punch. A hoola hoop and limbo contest were held—most of us remember when we could, but now can’t. We also had a best and worst dressed contest and a best hula dance contest. “Stitch” provided the music for the dance contest.



Nancy Lancanster and Chris Faucett of Rules win the Hula Contest



Deanna Nielsen wins Hoola Hoop Contest

INTERESTING HAWAIIAN FACTS

“Hawaii is considered the nation’s (USA) endangered species capitol.”

“Hawaii has the most advanced telecommunications system in the world. They are one of five states with 100 percent digital switching for telephones and more fiber optic cable per mile, per capita than any other state.”

“The State of Hawaii is comprised of eight major islands.”

“Hawaii’s Iolani Palace is the only royal residence in the United States of America.”



Jenn Johnson won the limbo contest.



Our hanks to Cerena Crosby and Lori Potter for all their hard work!

Our Hawaiian Day was a great “Fun at Work Day”, which fit in well with our 2001 Retreat theme, “The Fish Philosophy”.